MINUTES OF ARTS & SCIENCES FACULTY COUNCIL MEETING
Wednesday, December 6, 2017, 4:15 pm– Exhibit Room 2 (417 Student Union)

(1) Chairperson Jeff Loeffert called the meeting at 4:15 pm.

(2) Roll Call

ASFC Present: Isabel Alvarez-Sancho (FLL), Leticia Barchini (MATH), Brad Bays (GEOG), Lee Brasuell (TH), Babu Fathepure (MICR), Grant DeMond (PSYC), Amy Carreiro for Emily Graham (HIST), John Gelder (CHEM), Jay Gregg (GEOL), Apple Igrek (PHIL), Lynn Lewis (ENGL), Danny Shipka for Ted Kian (SMSC), Jeff Loeffert (MUSI), Chad Malone (SOC), Stephen Nemeth (POLS), Peter Richtsmeier (CDIS), Mary Towner (IBIO), Lan Zhu (STAT).

ASFC Absent: Joe Cecil (CS), Mark Sisson (ART), Gil Summy (PHYS), Linda Watson (PBEE).

Administration Present: Dean Bret Danilowicz.

(3) Approval of the November Minutes

Nemeth made the motion to approve, Gelder seconded and the Council voted in favor of the motion.

(4) Approval of the Agenda

Motion to approve made by Towner, seconded by Malone. The agenda was approved by the Council.

(5) Standing Committees

- College Policy and Planning: Nothing to report.
- Curriculum Committee: Nothing to report.
- Rules and Procedures Committee: Nothing to report.
- Scholarship Committee: Nothing to report.

(6) Old Business

Promotional tracks for staff in CAS

Dean Danilowicz is proposing a promotional track for staff. His proposal was approved by the Department Heads of the College. Loeffert informed the Council that staff members will have an opportunity to discuss the proposal on a meeting to be held on December 7, 2017.

(7) New Business

Electronic dossier for RPT

A proposal to use electronic dossier for reappointment and promotion was discussed. The Council agreed that electronic dossier will ease the work of
evaluating committees but also raised a number of concerns regarding legal matters and uniformity of the applications. The discussion:

- Loeffert expressed support for the proposal but expressed concerns regarding privacy of external reviewers.
- Malone made practical comments on the format of the submitted material, the manner the files would be uploaded and the need for departments to have a uniform way to present documentation.
- Fathepure raised questions about security and access to the files.
- Loeffert said that electronic submission of documents will reduce cost, paper waste, and it will facilitate evaluation.
- Towner asked for flexibility on the system to be used. In particular she asked that various evaluating councils only have access to relevant documents.
- Loeffert told the Dean that the Council supports the proposal.
- Dean Danilowicz asked for suggestions on the implementation.

(8) Dean’s Report:

In response to an initiative from the Provost office, Dean Danilowicz presented the Council a proposal to institute Teaching Fellows. Through a competitive process, tenured-track faculty will be selected to teach large lower division classes and attain the status of Teaching Fellow. Teaching Fellows will receive a salary supplement. The motivation is to increase the number of tenure-track faculty teaching 1000 and 2000 level courses. The College of Arts and Sciences is studying ways to encourage tenured-track faculty to teach lower division courses through financial incentives. The proposal was not yet distributed to Department Heads. Dean Danilowicz gave a one-page document to Council members. He asked the Council to carefully evaluate the proposal and make concrete suggestions during the January meeting. A initial discussion took place to mainly clarify issues regarding the selection process and reward.

(9) Announcement:

No announcement.

(10) Closing

Motion to adjourn made by Richtsmeier.